



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Opening Date: 07/30/2014

Closing Date: 08/13/2014

If you are interested in this position, please submit the following:

- Completed Application
- High School Diploma or GED
- Tribal Identification *(if applicable)*

All requested information must be in the Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Position Title: Crossing Guard

Department: Education

Work Schedule: Varies

Wage Rate: Pay Range: 5: \$9.72/Hr./ Overtime Eligible

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB DESCRIPTION

TITLE: Crossing Guard

WORKSITE: Towanits Indian Education Center
310 N. Reservation Rd.
Porterville, CA 93257

GENERAL POSITION DESCRIPTION

To supervise and maintain the safe movement to and from Towanits Indian Education Center when crossing roadways.

DUTIES AND RESPONSIBILITIES:

1. Assist children on their way to and from Towanits in safely crossing roadways.
2. Watch for gaps in traffic and walk children across the roadway while holding a "Stop" sign in such a manner as to be visible to approaching vehicles.
3. All other duties as assigned by supervisor.

QUALIFICATIONS:

1. Must have the ability to follow oral and written instructions
2. Must have the ability to deal effectively and courteously with students and the general public
3. Must be in good physical condition that will permit adequate job performance
4. Minimum High School Diploma or equivalent.
5. Must be CPR and First Aid certified
6. Possess a valid California Driver License and be insurable through the tribe, preferred.
7. Must be willing to participate in training for continued upgrading of job skills.
8. Must successfully complete a pre-employment drug/alcohol screen and background investigation.
9. If previously employed within the Tule River Indian Tribe of California entities, you must have acceptable work history.

WORKING CONDITIONS:

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally the position requires near and far vision in proofreading correspondence and work related documents. Acute hearing is required. Typically office work setting

conditions, but will have to travel in case management and court proceedings. Frequently must be able to lift up to 10 pounds, normally must be able to lift up to 30 pounds, and occasionally must be able to lift up to or over 50 pounds. This job also may require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle.

Reports to:	Full-Time Teacher
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Supervises:	None
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Salary:	Pay Range 5: \$9.72/Hr. Paid Bi-Weekly/ Overtime Eligible
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Working Hours:	Part-Time/ Up to 29 Hrs./ Week Monday- Friday 2:30PM- 6:30PM (Hours May Vary)
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Benefits:	None
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PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT